Los Angeles County Department of Mental Health
Transitional Age Youth System of Care (TAY-SOC)
Quality Improvement Committee Meeting

Meeting Minutes: February 28, 2013
Location: West Central Mental Health
3751 Stocker St, Los Angeles 90008

Chair: Staci Atkins, Chairperson
Minutes: Staci Atkins

Start Time: 9am
End Time: 11am

Attendees:

Atkins, Staci - DMH/SA 6 Administration
Armstrong, Valerie-The Guidance Center
Auer-Arriaga, Christina - AFH-CRS/FSP/FCCS
Campbell, Marilyn-Kedren MHC
Chavez, Joseph-St. Francis Medical Center
Clingman, Jackie-DMH/West Central MHC
Cuellar, Aimee - Personal Involvement Center
Echeverria, Liz - SCHARP/Barbour & Floyd
Elder, Julie-SCHARP/Barbour & Floyd
Fisher, Cathy - 1736 Family Crisis Center
Garnica, Andrea - Weber Community Center
Gonzales, Jannelle-Hollygrove EMQ
Kauser, Ahmad - DMH/SA6 Admin/SFC
Kendrick, Elaine-DMH/West Central MHC
Khan, Brearly-Drew Child Development Center
Kim, Kathleen -Counseling4Kids
Luce, Satoko-DMH/Compton MHC
Madyun, Nisaa-DMH/West Central MHC
Moore, Vynette-Shields For Families
Murray, Shannon-WLCAC
Nguyen, Mimi-SSG/API

Nguyen, Thang-DMH/Program Review
Porter, Marcia- DMH/West Central MHC
Probst, Lisa-Junior Blind
Reddy, Kim-LA Child Guidance
Sagun, Jaclyn-Alafia Mental Health Institute
Salazar, Nicole-Exodus Recovery
Soria, Alejandro-Children's Institute
Spears, Kimberly-DMH/SA 6 Administration
Turner, Denita-Personal Involvement Center
Wilkerson, Kameelah-Hathaway-Sycamores
Woods, Rosary-Kedren Mental Health

Agenda Item/Presenter	Discussion	Decisions/Scheduled Tasks
Welcome & Introductions		
Agenda Item/Presenter	**Discussion**	**Decisions/Scheduled Tasks**
Review of Minutes for December **Quality Improvement**-Staci Atkins	• Standard	• Minutes approved with one correction
Clinical Quality Improvement OMD Report	• Currently working on e-prescribing for DO clinics. • Developing a centralized department to communicate with the pharmacies. This will be a module of IBHIS, and will replace the PATS System. DMH will be conducting a demonstration project with a couple of DO clinics. This is expected to roll out in Oct. 2013. • In the process of modifying LPS guidelines, which can be viewed by going to DMH Internet, *What's New* and *LPS Recommendations Analysis.*	
Patients Rights Office	• Disseminated updated PRO Reports because previous reports contained erroneous information.	• See Handouts

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Cultural Competency Committee Updates	• Departmental Cultural Competency Committee is accepting members. The next meeting is March 13th at 695 S. Vermont in the 15th Fl Conference Room. • SA 6 QIC was sent an email regarding upcoming interpreter trainings being offered. • There is a call for papers for the 19th Annual Latino Conference taking place September 11-13, 2013.	
State Systems Review	• Staci attended the State Systems Review Exit Conference and shared some of the findings. • Staci shared that one of the findings was that no documentation was provided to show beneficiaries are receiving beneficiary booklet that details services, upon request. Several providers shared their protocols and procedures for verifying beneficiaries are receiving booklet, such as completing a log or having beneficiary sign after they have received booklet. • Another finding was in reference to our Provider Directory not showing cultural capability. QIC members questions how this might be documented. • Staci shared that State attempted call beneficiaries from a particular agency to verify claims, however, they had a difficult time reaching beneficiaries.	

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Quality Assurance-Staci Atkins IBHIS Update	• In the process of gathering practitioner information to allow claiming under IBHIS. • Approx. 13 LE pilot sites and DO clinics must have their information submitted by March 1st. Additional LE providers will be required to submit their information some time in March. • DO were asked to identify an individual to monitor IBHIS information (authorized user). • Staff cannot have more than one taxonomy, if more than one taxonomy is needed, QA Department must be contacted.	
QA Technical Assistance • Update to CPT Codes	• Additional change to CPT Codes presentation; time criteria has been omitted from the E & M codes. • Added service function code to Psychotherapy in Crisis.	

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• Senate Bill 1407 Update	• Senate Bill No. 1407-Prohibit psychotherapist from releasing records to parents if children have been removed from the home. Parents who would like records will have to obtain a court order.	• Handout was disseminated
• Claiming time per hours worked (for DO)	• SA Leads have been given access to report, and have been identifying over-claiming for DO (assessments and COS claiming in particular).	
• DSM V Implementation	• DSM V coming out May 2013, however, DMH will postpone transition to DSM V until after the implementation of IBHIS and ICD 10.	
Updates • Katie A.	• Manual is expected to be finalized the end of Feb. 2013.	
• 104.09 Clinical Documentation Policy	• Clinical Documentation Policy has been submitted for signature.	
• COD Children's Forms	• Have been revised and will be sent out in Feb. or March 2013.	
• Organizational Provider Manual	• QA currently working on this.	
• Nursing DSM Training and Policy	• Tentative trainings scheduled for March. Policy is in its final stages.	
• COS Workgroup	• Workgroup is meeting to discuss revision of COS form.	
• LPCC	• LPCC degree is currently being recognized by the State. DMH does not currently recognize individuals as Masters level clinicians.	

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State Systems Chart Review Updates Open Agenda Items	• Chart audit workshops took place. Chart audit currently underway. Chart audit Exit Conference taking place March 7, 2013 at 9:00am at 695 S. Vermont, 7th Fl Conference Room. • Christina Auer-Arriaga asked question regarding whether or not policy regarding documentation of HIV is still current. • Kimberly Spears, SA 6 Program Analyst reminds providers that shift requests are due April 1st, however, she is requesting they be submitted by the last week in March. • Thang Nguyen, Program Review, discussed the recertification process and encouraged Providers to update their binders regularly because State could possibly make unannounced visits. Thang also stated if agencies are adding an additional provider number, they cannot begin providing services under the new provider number without fire clearance. • Kimberly added that if a particular mode of service is not being utilized, it must be deleted before recertification can be completed.	• Staci to provide response at next meeting. Next meeting Thursday, March 28, 2013

Staci Atkins
Staci Atkins

_4/2/13_
Date